From: Cheryl Reardon [mailto:cheryl-reardon@uiowa.edu]
Sent: Tuesday, February 20, 2018 11:11 AM
Subject: [UnivAdm] Ethics and Responsibilities Annual Policy Notification

It is very important for University staff to be familiar with the Ethics and Responsibilities policy, as it incorporates the University's mission and values of teaching, research, and service into a set of expectations for which we are individually accountable. To review the full policy please go to Operations Manual Chapter 16 "Ethics and Responsibilities for University of Iowa Staff" http://opsmanual.uiowa.edu/human-resources/ethics-and-responsibilities-university-iowa-staff. This policy serves to define a work culture for University staff that not only supports the University, but also the quality of work life within the University community.

It is the obligation of each University of Iowa staff member to understand these standards and to conduct themselves accordingly. Staff members will adhere to ethical standards of professional conduct and act in a manner consistent with the University's core values for excellence, learning, community, diversity, integrity, respect, and responsibility.

Employing units of the University may establish specific expectations or training/compliance requirements. For example, in some departments, including University Human Resources, ethics training is an annual requirement.

This policy links to a number of other policies, resources, and expectations relevant to staff. For example, it references the Regents Code of Business and Fiduciary Conduct and the UI Financial Misconduct Report System: EthicsPoint. The expectations of the Ethics and Responsibilities policy may also be supplemented by work rules or additional performance expectations related to your individual position.

If you have any questions or concerns after reviewing this policy, or with respect to what is expected of you, please contact your supervisor or HR Unit Representative (listed on your Self Service web site) for clarification.

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